

21 January 1980

MEMORANDUM FOR: DD/PPPM/P&C

STATINTL

FROM :

██████████
C/PMES

SUBJECT : Analyses and Reporting of FY 80 APP

The following outlines a proposal of this Staff toward presenting a report on the APP for FY 80 to the DDCI:

I Report Package

A. PMES Analysis of Consolidated (Agency-wide) APP

1. Narrative

- a. address DDCI concerns (taken from DDCI memo to Career Services re: FY 79 APP -- these concerns focus on EEO issues.
- *b. on-duty-strength
- *c. promotions
- *d. rotations
- *e. separations
- *f. conversions (to professional status)
- g. Career Service movement
- *h. Personal Rank Assignments
- i. professional & technical counseling cases
- j. fitness report ratings

2. Consolidated APP tables

*3. Graphs/charts

B. Career Service Self Analysis

Each of the Career Services has submitted its own analyses of its APP. In keeping with the EXCOMM decision of 12 December 1979, i.e., "...the Heads of the Career Services will evaluate these own systems...within the context of a revised APP as much as possible...and report to the DDCI through the Director of Personnel", PMES proposes that their individual reports accompany the report forwarded by D/PPPM. In this manner PMES would be focusing the responsibility for analysis on the manager where it is meant to be while at the same time implementing the EXCOMM decision.

C. PMES comments on Career Service Analyses


(This section of the report package is intended to be for the optional use of D/PPPM. It will call attention to significant issues which the Career Service may have omitted from its analysis or amplify on some which the Career Service may appear to be "downplaying" for some reason. The D/PPPM may elect to use these comments in discussion with the DDCI. In any event this element of the report package, being separate from the others, may or may not, be forwarded to the DDCI.)

II Report Timetable

Highlights of PMES Analysis are ready for use by D/PPPM in determining significance of finding and establishing approach to reporting the APP data.

Following this determination the proposed schedule for completion of the report package is:

Element	Date
A. PMES narrative evaluation of consolidated APP and charts	15 Feb 1980
B. Career Service Self Analysis Reports	15 Feb 1980
C. PMES comments on Career Service Self Analysis	22 Feb 1980
D. APP Report Package to D/PPPM	3 Mar 1980



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HIGHLIGHTS OF APP COMMENTARY FOR FY80

NOTE: The changeover to the new SIS is not reflected in the FY 80 APP. The APP for FY 81 will reflect the changeover to SIS and will also be in a revised format which should be much easier for components to fill out and which will reduce the likelihood of error. Some of the data will be preprinted.

1. Concerns of the DDCI re: Career Service Goals FY 1979

The DDCI in his letter of transmittal for the FY 79 APP, 21 Dec 78, asked that special attention be given to three areas related to minority employment and promotion.

a. Increase the goals for on-duty strength of Women and Minority professionals.

Discussion: The FY 79 Agency-wide goals for increasing the on-duty strength of Women and Minority professionals was exceeded in the categories of Women professionals and Asian American professionals. It was not met in the categories of Blacks and Hispanics. In every category, however, the goals set for FY 80 exceed both the FY 79 goals and the FY 79 achievements.

b. In the Hispanic and Asian American groups, where individual rates are low, give special attention to ensure equitable promotion opportunities.

Discussion: The FY 79 goals for ensuring equitable promotion opportunities (in all grades combined) for Women and Asian Americans were exceeded. The goals were not met for Blacks and Hispanics. In every category, however, the FY 80 goals have been set higher than both the FY 79 goals and the FY 79 achievements.

c. Review, in particular, the promotion rates for Women and Minority personnel in grades 12 and above, in the hope that subsequent evaluation of the FY 79 APP will show achievements in excess of goals for these areas.

Discussion: The FY 79 goals for Women and Minority professionals (too small a number in the technical category for significant comment) in grades 12 and higher combined were exceeded in the categories of Women, Blacks and Asian Americans. The goal was not met in the category of Hispanics. With the exception of Hispanics, goals for promotion to GS-12 and up combined have been set at a higher level for FY 80 than for FY 79. However, in all categories promotions to GS-12 and up have occurred at a percent rate in FY 79 which is proportionately higher than the Agency population represented by these groups, and the goals set for FY 80 appear to continue this emphasis.

d. Below is a chart which presents the data relevant to the Women and Minority issues discussed above.

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